



Detroit Water and Sewerage Department Meeting Minutes - Final Finance Committee

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Wednesday, November 7, 2018

1:00 PM

5th Floor Board Room, Water Board Building

Finance Committee Meeting

1. CALL TO ORDER

Chairperson Forte called the meeting to order at 1:00 p.m.

2. ROLL CALL

Present: 3 - Chairperson Linda Forte, Commissioner Michael Einheuser and Commissioner Lane Coleman

Excused: 1 - Commissioner Jonathan Kinloch

3. APPROVAL OF AGENDA

Chairperson Forte requested a motion to approve the amended agenda.

Item No. 18-0261 Small Purchases and No Competitive Bid was added to the agenda.

A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that the agenda be approved as amended. The motion carried by a unanimous vote.

4. APPROVAL OF MINUTES

Chairperson Forte requested a motion to approve the minutes of October 3, 2018.

A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that the minutes be approved. The motion carried by a unanimous vote.

5. PUBLIC PARTICIPATION

There was none.

6. COMMUNICATIONS

[18-0261](#)

Receipt of Correspondence

Sponsors: Burgi

Attachments: [18-0261 Small Purchases](#)

A motion was made by Commissioner Michael Einheuser, seconded by

Commissioner Lane Coleman that this Communication or Report be received and filed. The motion carried by a unanimous vote.

7. UNFINISHED BUSINESS

There was none.

8. NEW BUSINESS

- A. [18-0247](#) The Board of Water Commissioners for the City of Detroit, Water and Sewerage Department authorizes the Director to enter into **Contract # 6001502 with Human Fliers, LLC, to deliver “Service Interruption” notices (door hangers) and provide services to support survey programs for DWSD customers for a period of four-years, at a cost not-to-exceed \$300,000.00 (\$75,000.00 per year)** and authorizes the Director to take such other action as may be necessary to accomplish the intent of this vote.

Sponsors: Nouhan, Naughton and Burgi

Mamata Burgi, Procurement Manager stated that this service will allow the department to provide verification and proof that the customer has been properly notified regarding the status of their water service account.

A motion was made by Commissioner Lane Coleman, seconded by Commissioner Michael Einheuser that this Contract be recommended for approval. The motion carried by a unanimous vote.

B. [18-0248](#)

Quarterly Litigation Report

Sponsors: Pospiech

Attachments: [Quarterly Litigation Report](#)
[Memorandum regarding DAART v City of Detroit ruling](#)

Debra Pospiech, Chief General Counsel, recognized Choi Portis, Deputy Counsel whose legal work resulted in dismissal of half of the litigation cases.

Palencia Mobley, Deputy Director/Chief Engineer acknowledged Gary Watkins, Meter Operations Manager for his contribution in spearheading the drainage fee charge being corrected.

A motion was made by Commissioner Michael Einheuser, seconded by Commissioner Lane Coleman that this Communication or Report be received and filed. The motion carried by a unanimous vote.

C. [18-0258](#)

Finance Committee Review September 2018

Sponsors: Naughton

Attachments: [Finance Committee Presentation -Nov 2018 Rev 2](#)

Commissioner Kinloch joined the meeting at 1:45 p.m.

This Communication or Report was received and filed.

D. Finance Planning Calendar (17-0130)

E. [18-0259](#) Draft DWSD/GLWA Reconciliation Committee Notes

Attachments: [DRAFT Reconciliation Committee Notes 10.19.18 ah final](#)

Commissioner Blackmon suggested a Finance 101 workshop.

A motion was made by Commissioner Lane Coleman, seconded by Commissioner Michael Einheuser that this Communication or Report be received and filed. The motion carried by a unanimous vote.

9. OTHER MATTERS

There was none.

10. NEXT MEETING

December 5, 2018

11. ADJOURNMENT

Chairperson Forte requested a motion to adjourn.

A motion was made by Commissioner Lane Coleman, seconded by Commissioner Lane Coleman that the meeting be adjourned. The motion carried by a unanimous vote.

There being no further business, the meeting adjourned at 2:12 p.m.